Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**VAISH MAHILA MAHAVIDYALYA, ROHTAK**
Name of the head of the Institution	**Dr. Rashmi Gupta**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**01262253848**
Mobile no.	**9466825434**
Registered Email	**vmmrohtak@rediffmail.com**
Alternate Email	**shashivmm@gmail.com**
Address	**Jhajjar Road, Rohtak**
City/Town	**ROHTAK**
State/UT	**Haryana**
Pincode	**124001**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Women**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Shashi Goyal**
Phone no/Alternate Phone no.	**01262253848**
Mobile no.	**9466825434**
Registered Email	**vmmrohtak@rediffmail.com**
Alternate Email	**shashivmm@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://vmmrohtak.org/Downloads/AQAR_2017-18.pdf
4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.vmmrohtak.org/Downloads/Academic.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B+**	**78.50**	**2004**	**08-Jan-2004**	**07-Jan-2009**
2	**B**	**2.63**	**2014**	**10-Dec-2014**	**09-Dec-2019**

6. Date of Establishment of IQAC	**03-Dec-2011**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Mentorship Programme	**15-Aug-2018**	**1600**

		6	
Hygenic Food in Canteen	15-Aug-2018 6		800
Clear Drinking Water	15-Aug-2018 6		1500
Sanitation Programmes	15-Aug-2018 6		1200
View File			

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**4**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

12. Significant contributions made by IQAC during the current year(maximum five bullets)

1 To make the campus clean, Green and Eco friendily 2 Adoption of village Village Dobh was adopted and 10 interns team completed 100 hrs. training of Swachta in village Dobh 3 Stress on Health HygieneCanteen is regularly visited by the faculty to monitor the preparations and cleanliness. Lectures on health hygiene were delivered by eminent physicians.

View File

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
To aware the students about Road Safety measures	Many rallies awareness programmes were under taken
View File	

14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	26-Feb-2019
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The college follows the curriculum devised by affiliating university i.e Maharshi Dayanand University, Rohtak for every courses run by the institution. The curriculum contents are decided by the board of studies from time to time by the university. The college adheres with the curriculum delivery and documentation as provided by the affiliating university Maharshi Dayanand University, Rohtak. 1. At the beginning of each academic session, college prepares its proposed academic calendar, which is uploaded in the college website by the website committee. The proposed academic calendar is prepared according to the notices and circulars received from the affiliating university/Director Higher Education Commissioner, Haryana. Students are informed about the academic calendar of the college notifying the probable teaching days, dates of internal examinations, curricular, extension related and co-curricular activities. 2. Orientation programme is organized every year for newly admitted students to make them aware of the mechanism for curriculum delivery and implementation. 3. Academic committee of the college prepares the master routine and circulates it to different departments. Routine is prepared strictly in accordance to the number of credit points mentioned in the prescribed syllabus of each course offered by the departments. Routine is prepared for all generic courses, B.A. classes of arts departments (since arts departments use shared classrooms). Commerce classes including honours courses are scheduled by commerce department after considering the allotted generic courses and programs of the master routine. Classes of science departments are scheduled by the concerned departments and hence the routine for science

department is prepared by the department itself. 4. Based on the departmental routine, departments conduct meetings for allotment of classes and syllabus distribution among the teachers. Students are given details of teaching assignment of each teacher at the beginning of a session by the department. 5. Based on the teaching assignments allotted in the syllabus distribution, teachers prepare their "teaching plans" according to the number of lectures allotted in the university syllabus for each topic. 6. Along with the traditional chalk and talk method, teachers often use power-point projections during the lectures to demonstrate topics. 7. Class tests/surprise test and student seminars are held after completion of a section of the syllabus and periodic review of performance of students is undertaken. 8. Tutorial classes are held in some departments within class routine hours for which separate attendance registers are maintained. 9. Classes are also held during free lectures or when other members are on leave/duty leave every year to keep pace with the curriculum of semester/ CBCS. 10. Field tours are organized by various departments to ensure effective implementation of the prescribed curriculum. Post-graduate students are specially trained to handle assignments, open-house seminars and dissertation to prepare themselves for academic research in future. 11. Interactive sessions with students and, sometimes with guardians are held to identify problem areas. Special care is taken to address the problems of slow learners, advanced learners and first generation learners. Social net-working sites are used by some departments for interaction between faculty and students beyond the class hours.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Not Introduced	Not Introduced	01/07/2018	0	0	0

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	Non Medical	11/06/2018
BSc	Non Medical with Computer Science	11/06/2018
[View File](#)		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MA	English	01/07/2018
MA	Economics	01/07/2018
MA	Hindi	01/07/2018
MCom	Commerce	01/07/2018
MSc	Maths	01/07/2018
MSc	Maths with Computer Science	01/07/2018
MSc	Computer Science	01/07/2018

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year		
	Certificate	Diploma Course
Number of Students	31	27

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	No
Teachers	No
Employers	No
Alumni	No
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
No formal feedback system is operative.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
No Data Entered/Not Applicable !!!				
View File				

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1222	407	31	16	15

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
62	62	15	20	11	7

View File of ICT Tools and resources

View File of E-resources and techniques used

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

College is full of opportunities and challenges. A time when one builds foundations for life as one balances study with everything else college life can offer. Finally independent and free of school and parents, it can be a difficult time, an exhilarating time, perhaps the best years of one's life and the most formative-it helps to get it right. Our experienced mentors help students make the most of college life, maximizing academic potential and encouraging personal development. The purpose of mentorship is not only to help in maximizing one's potential but to aware about his or her inherent potentialities. Perhaps most important role a mentor plays is trusted advisor, support and counsel during what can be a challenging exciting time in a young person's life. Sometimes students need is someone to listen to them, at others someone who will ask the tough questions that is often easier when it is not a family member or friend but a mentor. In essence just being there for someone, building a relationship that allows them to talk when they need to could prove to be most valuable thing a mentor does. In our college special periods are allotted to mentorship, time to time with a special topic. Mentoring periods are organized on an average monthly. Each mentor keeps detail records of students allotted to them such as name, parents name, phone no, siblings phone no, e-mail id of students. Forty students are allotted to each teacher which are from different disciplines so that more more students get in touch with different teachers. During the year theme of mentorship are diverse in nature such as 'Swachta Abhiyan' to 'Beti Bacho Beti Phadeo' Save Water, Save Life, 'Voting Right' responsibility most relevant for current generation importance of moral values. As part of mentorship 'Placement Cell' of college organize seminars guide final years students for better employment prospects.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1629	62	26:1

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
30	20	10	0	14

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			

View File

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-	Date of declaration of results of semester-

				end examination	end/ year- end examination

No Data Entered/Not Applicable !!!

View File

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

• The entire process of the evaluation in all its detail which mainly comprises internal and external examinations is made known to all segments of stakeholders through announcement made by the university much in advance whenever the system undergoes a change. • Every teacher briefs the student regarding the steps and grade involved in the process of internal assessment at the beginning of the semester. • Every student is well briefed on the process of evaluation of the external examination/projects/viva-voce throughout the period of her study. • This information about the evaluation process is given to student and faculty through the academic calendar. The University examination, monthly class tests, terminal examinations and practical examinations are the main procedures of institutional evaluation. In addition, the assignments and the presentations that the students make also are evaluated for the purpose of awarding internal assessment marks. Attendance percentage is also one of the criteria adopted for the award of internal assessment marks. The major reforms made by the university as system of examination has been changed from annual to semester system. This system has provision of internal assessment. Every paper has internal assessment of 20 for each paper. These marks are allotted by the teachers themselves. Evaluation is made on the basis of test, presentations assignments given to the students and attendance in the class. This encourages the active participation of students in the class. As our teachers are also the members of universities bodies, so they take active part in the preparation of syllabus and examination system. When a reform is introduced, our teachers being the members of university committee put their views and suggestions. But once a system is finalized, the college can not have a course different from the one set by the university. In case of examination also the pattern is set by the university and the college has to follow that system in all respects. In formative assessment every semester, the student has to appear for internal test as determined by the teacher. Every teacher has flexibility that he can take two or three or more tests. Assignments are given by the teacher to the students. It is also flexible that teacher can take 3-4 assignment depending upon the nature of his subject. In summative assessment, the final assessment is done at the end of semester and external exam is carried out by the university. It is a pen and paper test, Evaluation is carried out by the examiner appointed by the university.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The College has a good practice of preparing the prospectus of institutional information, courses offered, eligibility criteria for every programme. It also prepares academic calendar three months prior to the reopening of the college based on M.D.University Calendar of events and also UGC regulations. The number of working days are calculated and included by excluding national/state/regional or other holidays. The centralised or non-centralised internal tests are conducted as proposed in the academic calendar. The academic calendar is structured by taking the consents from HoDs and faculty members. It is presented before the principal for approval and then with or without modification the same is implemented to become effective. A keen and serious calculation will be undertaken to make sure that there is sufficient time for syllabus coverage for each course. Teaching plan is framed in accordance to the availability of number of working days in each semester based on proposed academic calendar. The plan includes internal tests,evaluation/assessment of

students and teaching methods followed and adoption of other teaching related student performance enhancing activity. The teaching plan of the college is put into action with provision for conducting two internal assessment tests. After evaluation of test papers the students are made to know their performance and progress. The slow learners (students with low performance level) are offered to take up remedial or special classes. If necessary, parents/guardians are advised to note theperformance of their ward and take remedial measures. Provision of plan also met in the academic calendar to conduct the tutorial and seminar classes for students of each programme. Seminars are compulsory for students of all PG programmes and it is an optional for those of UG programmes. In order to adhere to the dates mentioned in the calendar, HODs meetings are conducted frequently by the Principal to know the progress of the functioning of the department. The HODs, in turn, convene departmental meetings and motivate the faculty members to complete the syllabus and other teaching related activities within the stipulated time. The systematic planning of the lessons and the implementation of the planning are clearly indicated. The staff members prepare lesson plans before the commencement of every semester with a view to syllabus coverage.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://vmmrohtak.org/pdf/ProgramOutcome.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					
View File					

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://vmmrohtak.org/pdf/Sudentsatisfactionsurvey.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
View File				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Nil	Nil	30/06/2018

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
View File				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
View File					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Nil	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Commerce	5	0
International	English	1	4.00
International	English	1	0
International	Music	1	0
International	Science	1	0
View File			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
No Data Entered/Not Applicable !!!	
View File	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
View File						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication

| | No Data Entered/Not Applicable !!! |
| View File |

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	5	0	0
Presented papers	12	18	0	0

| View File |

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
View File			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Words Aid Day(1-7)	Red Ribbon Club	Poster Making ,Red Ribbo Chain	1	50
Mental and Physical Health Program	Red Ribbon Club	Quiz Contest ,Rally	1	50
International Youth Day	Red Ribbon Club	Quiz Contest ,Teach Aid Film,Exhibition	1	50
Swach Bharat Internship Scheme	NSS	SBIS	1	10

| View File |

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1202640	1202640

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Classrooms with Wi-Fi OR LAN	Existing

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Soul	Partially	2	2014

4.2.2 – Library Services

Library	Existing	Newly Added	Total

Service Type		
No Data Entered/Not Applicable !!!		
View File		

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	**191**	**4**	**4**	**0**	**0**	**12**	**17**	**4**	**0**
Added	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Total	**191**	**4**	**4**	**0**	**0**	**12**	**17**	**4**	**0**

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

4 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	[0](0)

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
934126	**934126**	**268514**	**268514**

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The institution takes care of various Physical, Academic and support facility in a systematic manner. For routine maintenance of the civil structures of the college, the Maintenance Committee Comprising senior faculty members and non-teaching staff ensure that the upkeep and maintenance of all infrastructure facilities available in the campus are intact. The college development fund is utilized for maintenance of minor repairs of furniture and equipments. The committee estimates the cost and submits it to the head of the institution. The Principal/ Management approve and allocate the funds. An effective monitoring system through various committees, bursar, Principal and Management ensures the optimal utilization of budget allocated. Day-to-day maintenance is carried out

by the staff appointed (lab assistants) and qualified technical staff for maintaining computers and networking facilities. Local service providers are contacted to provide the services for repairing of equipments whenever needed. The college has its own generator and invertors to ensure uninterrupted supply of power. Regular and stabilized electricity supply is maintained at every cost for the smooth functioning of laboraries and its instruments. Necessary and adequate measures are made for constant supply, constant voltage, and adequate load. In order to maintain stabilized instrument operation, voltage control is achieved through the use of stabilizers and UPS. The institution always plans ahead to ensure that its infrastructure development keep pace with its academic growth. Additions are made and existing ones are augmented whenever need arises. All the computer labs are air conditioned for optimal use of sensitive computer systems.

http://vmmrohtak.org/Aqar.aspx

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
No Data Entered/Not Applicable !!!			
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Soft Skills through English Language Lab	16/07/2018	500	Teaching staff of English Department
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
No Data Entered/Not Applicable !!!					
View File					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
15	15	2

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof	Number of	Number of	Nameof	Number of	Number of

organizations visited	students participated	stduents placed	organizations visited	students participated	stduents placed
No Data Entered/Not Applicable !!!					
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	3
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
View File		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
View File						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Activities of student council and representation of students on academic and administrative bodies of the institution. After many years of formal student union ban first student council in these years on the university guidelines was elected on 17 October 2018 containing 9 members 4 as office bearers and 5 executive members. Before and after that informally all department make their associations containing president , vice president, secretary or joint secretary and class representatives were chosen by election or unanimously by students of respective departments. These representatives are involved in discipline and other organisational activities of the college. Right from the orientation day generally held on the commencement of session in July/ August when they organise visit for new students of college campus,(including canteen tour and library tour) students were also introduced to the committee conveners and also faculty members so that their journey in the college becomes easier and they are well acquainted with the college environment and staff as well. The motive of Student welfare committee is to encourage maximum participation of students at every level whether organizing different events, open discussions with students and maintaining a peaceful and healthy environment

for studies and co curricular activities and for this there are frequent elaborate discussions on the issues concerning organising various activities with the committee members and students as well. For Anti ragging Old students are sensitised against ragging .they are included in anti ragging flying squad to keep check on this menace and limiting use of mobile phones in campus is also taken care of by old students and staff. Students on their own arrange many activities like celebration of Teachers day on 5/09, freshers party/ get together to welcome new students. student welfare committee is give support to the participants in the right direction .One of the major event celebrated in our college i.e. Diwali Mela in which students are motivated by the committee to put up different stalls of regional cuisine/games etc. Student representatives make meaningful contribution by giving feedback on the present state of art of the college. Time table problems and any issues concerning canteen library tour /trips etc are put forward by students are resolved in time. This helps nibbing the problem in the bud .They arrange Lohri function and farewell parties under the guidance of faculty. Many students came forward for the Kerala flood victims by their little contribution they could etch their concern on the social front as well. students are encouraged to come forward and give whatever little they can on the event of any calamity .students are motivated to open up with their teachers on any issue whether related to academic or personal life so that they dont feel themselves isolated ,any issue discussed by students is taken seriously and proper counselling is done to manage their thought process and The hierarchy of student voice is the multichannelled through their department heads/ teachers through student welfare cell and direct approach to Principal. Decisions reached are generally inclusive in nature.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

285

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

One Internal meeting was held.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Decentralized governance system is the need for the effective management of an institution. The institution is adopting the same system. The Principal, the head of the institution, is assisted by various committees for the smooth functioning of the institution. Attestation authority is delegated to the three senior faculty members. To keep a watch on the day to day academic functioning of the college, one senior most member of the staff is given the charge of the proctor. 23 departments function under their respective head of department to whom authority is delegated by the Principal regarding academic and extra curricular activities except financial matters. Financial autonomy for all matters is in the hands of the Principal and the Management committee of the

college. In the beginning of each academic session, various committees comprising teaching and non-teaching staff member are constituted by the principal. These committees are listed below: • Academic Council • Bursar • College Magazine committee • Master of Ceremonies • Time Table Subject Change • SCBC Cell • Vocational Cell Red Ribbon Club • Red Cross committee • College Report committee • Prospectus committee • Library Advisory Committee • Purchase Committee • New Construction its Purchase Committee • Cultural Activities committee • Certificate Invitation committee • Purchase of Prize Medals committee • Shamiana, Mike Sitting in Function committee • Sitting in Class Rooms committee • Photography committee • Tea Committee • Discipline committee • Sports Advisory Committee • Water committee • NSS Co-ordinator NSS advisory committee • Cleanliness committee • College result Lecture Shortage committee • Assessment Cell • Decoration, Bouque Garland committee • Student Welfare Redressal Cell Anti Ragging Cell • Women Cell • Attestation committee • UGC Cell of the college • Environment Science Cell • NAAC Assessment Quality Cell • Literary Committee • Fine Arts committee • Rangoli Best out of waste-talent committee • Press briefing committee • Dramatics committee • Certificate Course committee • Advertisement Enhancement of admission committee • Legal Literacy Cell • RTI Officer • Placement Cell • Eduset Cell • Hostel Warden • Internet Duty • Building Committee • College Proctor

6.1.2 – Does the institution have a Management Information System (MIS)?

No

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	The curriculum is provided by the affiliating university i.e. Maharishi Dayanand University, Rohtak. However, the institution works out details for effective operationalisation of the given curricula. About 50 of the staff members represent on the Board of Studies and contribute in designing the curriculum, keeping in view the diverse background of the students, level of the students need of the times.
Teaching and Learning	• The college is committed to make teaching and learning "Student Centric" which makes the students to think and analyze and also helps the students to be independent, original and creative. • The rules and regulations set by M.D.U. Rohtak are strictly followed during students' admission process. Special considerations are given to the financially weak and disadvantaged students through fee concession. • Apart from lecture method of teaching, group discussions, field studies, demonstrations, debates, seminars, use of interactive boards are adopted for proper understanding of the subjects. • Remedial and tutorial classes are arranged for slow and differently able

	learners. • Institution also encourages teachers to participate in self-enriching courses organized by different institutions such as orientation programmes, refresher courses, faculty development programs, seminars and workshops. • Management of the institution provides support to faculty for achieving higher qualifications such as M.Phil, Ph.D etc.
Research and Development	• Till now, there is no facility for a recognized research centre in the college duly approved by affiliating university. But our faculty is very much aware of growing importance of the research based education. • College encourages the teachers for research work. Consequently many students of other universities are supervised and guided by our faculty members for M.Phil dissertations as listed in criteria 3.1.5. • College organizes various sports activities and encourages the students to participate in them.
Human Resource Management	• In the institution, process of assessing adequate human power requirements and staff recruitment is competitive. • Staff training takes place periodically there are many staff welfare schemes. • Teaching Non-teaching staff is given refundable Non-refundable loan facilities, medical leave, maternity leave and study leave etc to provide maximum assistance to the staff.
Industry Interaction / Collaboration	• The institution sends students to job fairs conducted by different industries. • College organizes field tours to various industries. • The placement cell and management of the college work hard to attract an increasing number of companies for campus placement. • Seminars and Workshop are held in college premises. • Placement cell of Vaish Mahila Mahavidyalya is very active. Many of our students got jobs in various MNC's like Infosys, Wipro, TCS, NIC, Eigen, Tech Mahindra, Accenture etc.
Admission of Students	Admissions in all courses are made based on the merit list displayed on the notice board by considering the reservation policy as devised by the state government time to time. Merit

	lists are put on notice board according to the schedule prescribed by the university. Each merit list includes students name, fathers name and percentage of marks, qualification (for under graduate the percentage of senior secondary education) at the entry level and category Gen./SC/OBC/Physically challenged/ex-service man. As the college is affiliated to the Maharishi Dayanad University Rohtak, the college follows the rules prescribed by the university. Process of Admission: The admission process is carried out by strictly adhering to the government and university norms. The steps followed for selection process are as follows. 1. The duly filled application form for admission should be submitted in the college office with in the specified time. 2. The first provisional selection list prepared as per university norms is put on the notice board. 3. All the necessary documents and marks lists are verified and the candidate is admitted after payment of fees. Note: Admission to all programmes is monitored by the Admission Committee as constituted by the Principal.
Examination and Evaluation	Examination and Evaluation 1. The Continuous internal assessment system is designed in such a way that every faculty has the freedom to decide on their internal assessments based on the uniqueness of the subject. 2. The question paper pattern is revised in accordance with the learning outcomes by mapping the course outcomes to programme outcomes. The depth of assessment is specified in terms of blooms level and weightages are distributed accordingly. 3. The question paper is designed in such a way that it caters to all the categories of the students. 4. Institution adopt the examination schedule as per M.D.U Rohtak where the details of the examination pattern, Grading and any amendments after the approval of the Academic Council, Board of Studies for the existing pattern will be informed to all stake holders by the Dean(Academics) through the respective Dean/HODs.
Library, ICT and Physical Infrastructure / Instrumentation	The institution has 31 well ventilated specious class rooms with sitting capacity of 60-80 students fitted with

fans and proper lighting. There are 12 well equipped laboratories 2 for Psychology, 2 for Geography, 2 for Home Science, 5 Computer labs and one Language lab for the conduct of practical exams which facilitate students to do regular practice during the session and in annual examination. In addition there are 2 music rooms, four staffrooms i.e one main, one in P.G. Block, one in Computer Department and one in Commerce Department and 5 departmental rooms. The college has 5 fully air-conditioned computer labs having computers with internet and UPS backup facilities. These labs have the facilities of inverter/ Generator in case of electricity brake down. Backup power supply2 Generator sets with 62 KVA 82 KVA and 11 Invertors and 20 batteries are available inside the campus. The library is the heart and treasure of knowledge and information and it is an essential component of this institution. The college library has app.25000 books, subscribes to 52 journals, magazine periodicals and 20 newspapers.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Administration	Bio-metric attendance of staff
Finance and Accounts	Fee online, centralized accounting system in Vaish Education Society, Rohtak
Student Admission and Support	Online admission
Examination	Online examination forms, Practical awards, Assessment, Result
Planning and Development	Conduct Seminar and Workshops in all department, organize industry visit, Green Campus, Training Programme for Teaching and Non-Teaching Staff and Digital Library.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	No	No	No	0
View File				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	No	No	01/07/2018	30/06/2019	0	0
			View File			

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Seven Days workshop on E-Learning Technologies, E-Content Development and MOOCs	2	20/02/2019	26/02/2019	7
Capacity Building Programme	2	11/03/2019	24/03/2019	14
		View File		

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
29	32	4	37

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Maharaja Aggarsain Hospital Facility, GYM, and First Aid	Maharaja Aggarsain Hospital, Housing Facility, First Aid and Loan Facility.	Library, GYM, Hospital, Multipurpose Hall and Fee Concession

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Internal Audit- Vaish Education Society is doing regularly internal audit time to time by Internal Audtor Sh. Rakesh Gupta, CA. External Audit- Vaish Education Society appointed Sh. Man Mohan Gupta, CA for 2018-19 Audit and our our college audit of 2018-19 has been done by Sh. Man Mohan Gupta, CA.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose

Vaish Education Society, Rohtak	310000	5 Percentage Management Share

View File

6.4.3 – Total corpus fund generated

22581957

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		Yes	IQAC
Administrative	No		Yes	Assessment Committee

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

No

6.5.3 – Development programmes for support staff (at least three)

Online admission training programme

6.5.4 – Post Accreditation initiative(s) (mention at least three)

B.Sc., BCA, Village Dobh and Bio-metric Attendance.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Legal Literacy Cell organised Essay Writing, Slogan Writing, Painting, Poetic-Recitation,	05/03/2019	06/03/2019	69	0

PPT and Declamation Contest on Female Foeticide.				
"Ek Aur Sudhar" launched by DHE, Panchkula	23/08/2018	25/08/2018	700	0
1. Slogan Writing Competition and Group Discussion, Self Defense Training to the girls	23/08/2018	25/08/2018	1000	0
Students participated in one day workshop on women issues organised by MDU, Rohtak	07/02/2019	07/02/2019	20	0

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
One day camp on Tree Plantation attended by 100 NSS volunteers of one unit in March 2019. A programme of Tree Plantation was also organised by ECO Club in the college campus in March 2019. About 40 students participated in this activity.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Provision for lift	Yes	1
Ramp/Rails	Yes	1
Rest Rooms	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
View File							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)

Information Brochure 2019-20	20/06/2019	The college not only created the duties for the students but also specified some common rights for them. This code of conduct is conveyed to the students by their class teachers/mentors and displayed on the notice boards. The college provides them rights to be used for their positive development and necessary freedom on the premises at the same time they are prevented from indulging in negative, destructive or activities. Students Redressal Cell helps the students in distress as well as checking the actions and behaviour of any misconduct according to the code of conduct. Induction programme in the beginning of the session is also conducting to aware the new comers about the rules and regulations to be observed in the institution.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Humanity Olimpiad	23/08/2018	23/08/2018	50
Oath taking to save water on world water day by Geography Deptt.	22/03/2019	22/03/2019	100
View File			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

One day camp on Tree Plantation attended by 100 NSS volunteers of one unit in March 2019. A programme of Tree Plantation was also organised by ECO Club in the college campus in March 2019. About 40 students participated in this activity.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practices A number of innovative practices have been adopted for quality improvement of the core activities of the college. Two best practices which

have contributed to the achievement of the institutional objectives are given below: Practice I : Emphasis on women empowerment Goal : The main objective of the institution to - empower women and empower the nation as women constitute the numerical half of the population of the country. This objective has been achieved through a comprehensive education of girls, inculcating in them qualities of competence, confidence and excellence and thus making them fit to face contemporary challenges. Context : The institution is a girls' college, providing education to students from urban as well as rural areas. In the present times when the crime against women are increasing day by day in our society it is the most urgent need to make them strong both mentally and physically so that they do not become victims of any kind of violence. Our institution is also aware of its responsibilities in this regard and has taken constructive measures to empower the girls. Implementation To achieve the objective of women empowerment the following strategies have been implemented: Introduced new job-oriented courses like BBA, B.Com(Hons.), B.Sc and advance diploma in fashion designing and PG courses in different subjects, and also providing information and counseling about new career opportunities, vacancies and competitive exams conducted by UPSC SSC to help girls become self-sufficient and economically independent after studies. Organizing extension lecturers on communication skills and personality development, conducting PDP classes with the help of English language lab to improve communication skills of the students, help in their personality development and inculcate leadership qualities in them. Promoting extra-curricular and co-curricular activities by providing more funds to these activities, encouraging and training students to participate in various cultural, literary and fine arts competitions organized at college, inter-college, district and state levels and in zonal and inter zonal youth festivals. Organizing women empowerment programs through women cell and legal literacy cell of the college like legal awareness camps and debate, declamation, poetic recitation, slogan-writing and poster making competitions on women issues taking out rallies to protest against female feticide and crime against women and launching save girl child' campaigns to improve sex ratio in the state. Giving training of self-defense techniques and martial arts to the students to enable them to fight for their dignity and honor. Suggestion/Complaint box has been set up at the gate of the college. Two lady officers of police department patrol regularly till 12o' clock to check the crime and instill confidence and a sense of security in students. To inculcate business skills in students Diwali Mela, Lohri event organized every year, cafeteria by Home Science Deptt. is organized frequently. Student council was formed in session 2018-19 through direct elections to inculcate responsibility as well as leader ship abilities. To create social awareness responsibility towards community, different rallies are organized. To generate full participation for govt. policies sponsored programmes many activities like Swach Bharat, Beti Bacheo Beti Padawo, Ban on Plastic use first, Vote Must, awareness programme on harvest stable burning creating pollution "Green Diwali' are undertaken. Different competitions on different social legal issues right granted by our constitutions specially women rights such as right to destitute women, human rights domestics violence act 2005, dowry prohibition laws, female feticides, sexual harassment thus making then legally literate empowerment. Practice II : promoting sports activities Goal : Registering presence on National and International scene in sports has also been one of the main objectives of our institution. Context In today's world, sports and games have acquired great significance. The centre and state governments in our country are spending huge amount of money to promote sports activities. The sports persons are receiving awards and honours for their excellent performance and are given all kinds of facilities and incentives and offered jobs. Realizing the importance of sports, our institution has also taken concrete steps to promote sports activities and encourage girls to participate in sports. Implementation: In order to achieve the objective of attaining national and

international standards in sports, following strategies have been implemented by our institution. Consistent efforts are made to involve more students in sports activities by motivating them to participate in various sports events organized at college, inter college and inter-university levels. Physical Education department of the college has been provided with latest sports equipments. A gymnasium has also been set up in the department. A multi-purpose sports hall for indoor games has been recently built to promote sports activities. The sports students are given special coaching for participation in various sports competitions and regular practice sessions are held under trained coaches to chisel their talents in sports. Various incentives are given to sports students like freeships, book-bank facilities, free sports kit and refreshment as per rule etc. and their attendance is condoned during practice sessions and competitions. On Annual Sports Function of the college, sports students are given prizes for winning various sports events organized at college, inter-college, state, national and international levels and they are honored by the management for their excellent performance.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://www.vmmrohtak.org/Downloads/IQAC.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The institution aims at translating the objectives in to action plan. Objectives: To broaden the mental horizon of the students. To provide value based quality education. To provide job-oriented education to make them self reliant. To impart accessible and affordable education. To chisel the hidden talents of the students. To meet the objectives of the institution, the following strategies are adopted. Session starts with inaugural Havan to give them knowledge of their ancient cultural heritage along with spiritual knowledge. Extension Lecturers by eminent personalities and faculty are organised for the students with thrust upon value system. An effort is made to reiterate and reemphasize the seeds of values sown in the early stages of education like truth and righteousness alongwith co-operation and mutual understanding by giving them appropriate learning experiences and opportunities through different cell/committee NSS, Red Cross Cell, Red Ribbon Cell and Road Safety Cell. . The faculty strives to impart education to the economically weaker students by teaching them in vacant periods and the institution helps them by giving fee-concession and giving them books from the library. The Governing Body of the institution and faculty members also help them in fulfilling their economic needs. To keep pace with the developments, the institution provides them state-of-the art Educational technologies like Internet facilities, classrooms with Smart Boards, Projectors, Magic Studio etc. Computer education is imparted to the students as compulsory subjects in their curriculum alongwith short-duration arranged by the college from time to time. Women Cell and Legal Cell of the college are active to empower the girls and making them aware of their rights and responsibilities. Open House discussions are held so that the students can express themselves freely and their problems are sorted out by Redressal Cell of the college. A congenial atmosphere is created amongst teaching and non-teaching staff giving rise to their healthy physical and mental state resulting in fulfilling the mission vision, and objectives of the institution.

Provide the weblink of the institution
http://www.vmmrohtak.org/Downloads/IQAC.pdf

8.Future Plans of Actions for Next Academic Year

 1. To make add-on-courses an integral part of academics. 2. Conduct National/International Seminars Workshops. 3. Encourage faculty towards Post-doctoral research. 4. Improve infrastructure in terms of upgradating of labs and buying equipments. 5. ICT facilities. 6. Strengthening mentoring tutoring activities. 7. Organize industry visits. 8. Training programme for teaching non-teaching staff. 9. Green campus 10. Online payments of fees. 11. Digital library.